



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
DEFK8195

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
JOHN ABBOTT 304-558-2544

RFQ COPY
 TYPE NAME/ADDRESS HERE

RODNEY

SHIP TO

DIV ENGINEERING & FACILITIES
 NATIONAL GUARD ARMORY
 ROUTE 119, SOUTH
 CLARKSBURG, WV
 26301 341-6368

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
03/23/2008				

BID OPENING DATE: 04/03/2008 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM #01						
THIS ADDENDUM IS ISSUED TO MODIFY THE REQUIREMENTS OF THE ORIGINAL SPECIFICATIONS, PER THE ATTACHED.						
0001	1	LS		420-04		
BLEACHER REPLACEMENT IN GYMNASIUM						
***** THIS IS THE END OF RFQ DEFK8195 ***** TOTAL:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

**GENERAL TERMS & CONDITIONS
REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)**

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. All quotations are governed by the *West Virginia Code* and the *Legislative Rules* of the Purchasing Division.
4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 00 registration fee.
5. All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the term of the Purchase Order/Contract, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
6. Payment may only be made after the delivery and acceptance of goods or services.
7. Interest may be paid for late payment in accordance with the *West Virginia Code*.
8. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, this Contract may be deemed null and void, and terminated without further order.
14. **HIPAA Business Associate Addendum** - The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Covered Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.

INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division.
2. **SPECIFICATIONS:** Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Complete all sections of the quotation form.
4. Unit prices shall prevail in cases of discrepancy.
5. All quotations are considered F O B. destination unless alternate shipping terms are clearly identified in the quotation.
6. **BID SUBMISSION:** All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications.

SIGNED BID TO:

Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

Addendum #1 – 21 March 2008

Prepared / Submitted By: Michael J. Beckner
Facilities Manager

RFQ Number: DEFK 8195

West Virginia Army National Guard Armory at Clarksburg, West Virginia

This Addendum forms a part of the Contract Documents and modifies the original Bidding Documents.

**ATTACH THIS ADDENDUM TO THE FRONT COVER OF THE PROJECT MANUAL AND
ACKNOWLEDGE RECEIPT OF THIS ADDENDUM IN THE SPACE PROVIDED ON THE BID FORM.**

CLARIFICATIONS/GENERAL COMMENTS:

Bidding Procedures

- a. All Contractors submitting a bid are required to procure a bid packet from the State of West Virginia - Purchasing Division that contains specific instructions for submitting a bid. Contact Mr. John Abbott at State Purchasing for more information.
- b. Prevailing building and construction wage rates apply to this project.
- c. Any and all questions pertaining to this project must be addressed through John Abbott during the bidding phase. John Abbott's phone number is (304)558-2544.

Pre-bid Conference

- a. A list of those attending the Pre-bid Conference is included in this addendum (Copy attached).
- b. Contractors were given the opportunity to inspect the existing bleacher systems.

Comments during Pre-Bid Meeting Minutes

- a. To arrange additional site visits please contact Mr. David Ferree at 304-201-3894/3890
- b. Once the successful vendor has been selected Michael J. Beckner will be primary point of contact for any questions. Phone: 304_561_6333 Fax: 304_561_6344
Address: WV State Armory Board Attn: Michael J. Beckner, 1707 Coonskin Drive, Charleston, WV 25311
- c. The bid opening is 3 April 2008.
- d. Contractors conducted an on-site survey during pre-bid visit.

Modifications to contract bid

- a **CHANGE** - Remove electrical operational bleacher and replace with complete manual operation for the bleacher systems.
- b. **Bid Alternate #1**
Furnish a cost for replacement of upper section bleacher systems Cost will be for total removal and reinstallation.

\$ _____ (Replacement of balcony bleacher systems)

Bid Alternate #2

Furnish a cost for replacement of second floor balcony handrail. Cost will be for total removal and reinstallation.

\$ _____ (Replacement Handrail)

Bid Alternate #3

Furnish a cost for transporting bleachers from their current location at Clarksburg to West Virginia State Surplus located in Dunbar, WV.

\$ _____ (Transportation)

END OF ADDENDUM

SIGN IN SHEET

Page 1 of 1

Request for Proposal No. DEFk 819J

PLEASE PRINT

Date: 20 March 08

* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>ARCHITECTURAL INTERIOR</u>	<u>PO BOX 5555 VIENNA WV</u>	PHONE <u>304 375 6899</u>
Rep: <u>Bob Clark</u>		TOLL FREE <u>800 972 5310</u>
Email Address: <u>bob@aip inc. biz</u>		FAX <u>304 375 3009 766-2214</u>
Company: <u>SAS</u>	<u>1707 coon fork rd</u>	PHONE <u>561-6333</u>
Rep: <u>Michael Decker</u>	<u>Charleston WV 25311</u>	TOLL FREE
Email Address:		FAX
Company: <u>SAB</u>	<u>SAREMORY RD</u>	PHONE <u>304-623-1731</u>
Rep: <u>Dave Ferrebee</u>	<u>CLARKSBURG, WV 26301</u>	TOLL FREE
Email Address:		FAX
Company:		PHONE
Rep:		TOLL FREE
Email Address:		FAX
Company:		PHONE
Rep:		TOLL FREE
Email Address:		FAX